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News to Know

AutoCAD Font Files have an .shx extension. DSC's office standard for construction drawings is to use Romans.shx or Arch.shx. You will encounter drawings that use other font files. Drawings created from the DSC Survey group will often use Symbol.shx, Survey.shx and Tmodelf.shx. Some .shx files are Shape files - they create symbols on the screen like trees instead of letters or numbers. To find out what fonts your drawing uses, click Format → Text Style from the AutoCAD menu bar, then select each syle name and see its font listed in the Font Name box.

If you send a drawing to someone out of the office, you should check to see if any special fonts are used in that drawing, so that you can send those fonts along with the drawing file.

If you receive a drawing from someone out of the office, and they include .shx font files, you need to install those font files where AutoCAD can find them.

Where does AutoCAD store fonts? Use Windows Explorer to find your AutoCAD folder (in this office, it's either \Acad2000, \ArchDesktop2 or \AcadLDD2 on your C: drive or D: drive). Then find the \Fonts subfolder under your AutoCAD folder. This is where you can place .shx fonts sent to you, or find .shx fonts to include with your drawing.

Please do not put fonts on the P: drive. They belong in the \Fonts subfolder under the folder where your AutoCAD is installed.

If you open a drawing and see a message regarding a missing font file, or see the command-line message: "Substituting [romans.shx] for [<some font>]", you need to install the missing font as described above. A collection of fonts can be found at: S:\Support\NonStandardFonts.

Single or Multiline Text, That is the Question (or the Problem)

Did you know you can convert individual lines of Text to Mtext? From the AutoCAD pull-down menu, click Express → Text → Convert Text to Mtext. Follow the directions.

Did you know you can convert Mtext to individual lines of Text? Just use the **EXPLODE** command.

Tiled Modelspace Trick

When in tiled Modelspace (in Paperspace working through a viewport into Modelspace) you can hold the **Shift** key down while using real time Pan, and the real time Pan works as if ortho were on -- relative to Paperspace. This works even if the viewport has a different UCS! (AutoCAD 2000 is required for this feature.)

Why Isn't My Layer Table Sorted?

Q. In the Layer dialog, my layers are not listed alphabetically. Wassup? A. Use the MAXSORT command, then enter a large number like 999. Using the default of 200 in a drawing with more then 200 layers causes an un-sorted list of layers.

Things to TRY

Do You Have a Paperspace

Viewport Within a Paperspace Viewport? For example, one large viewport covers the entire border area, then a small viewport lies within the boundary of the large viewport. It's OK, it's not a bad thing. But, you may have noticed that it is difficult if not impossible to use the mouse to switch back to the small viewport once you're in the large viewport. Forget the mouse and press CTRL + R to toggle between active Paperspace viewports.

External Reference Not Loading?

Q. I need to change the path of an external reference (Xref) in my sub-sheet. What's the easiest way? Do I have to detach and reattach the Xref? **A.** No, don't detach/reattach. Do this...

- 1. Click Insert → Xref Manager from the AutoCAD menu bar.
- 2. Highlight the reference name whose path you wish to change.
- 3. Click the **Browse** button, then find and double-click the Xref drawing file using the dialog box.
- **4.** Back in the Xref Manager dialog, click **Save Path** and **OK**.

The Xref will reload from the new path.

Express Tools

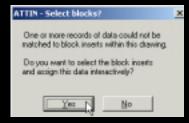
Do you use the commands under the **Express** pull-down on the AutoCAD menu bar? Try these . . .

Express → Layers → Layer Delete
Layer delete will remove a layer from
your drawing, even if there are objects
on that layer. Of course, those objects
will also be removed. In contrast,
Purge will only remove unused layers.
Be careful with Layer Delete!

Express → Blocks → Import/Export Attribute Information

Would you like to fill out a title block once, then be able to automatically fill out other title blocks with the same data? If so, do this:

- Enter information in a title block (using the attribute edit command or ATE from the command line).
- 2. Click Express → Blocks → Export Attribute Information.
- 3. In the 'Enter output filename' dialog, use the default or enter a new filename and location for the text file you are creating. This text file will contain the attribute information you entered in step 1 above.
- 4. When prompted to 'Select objects', select your title block/border by clicking on it once, then press Enter (no need to use a window).
- Open the next drawing. You need a blank title block - if necessary, insert one, but leave the attribute information blank.
- 6. Click Express → Blocks → Import Attribute Information.
- 7. If you see this dialog, click Yes.



Then, select the empty title block with a single left mouse click.

8. The attribute information in the second title block should be completed as it was entered in the first title block in step 1.